

DEPARTMENT OF BENEFIT PAYMENTS



June 3, 1974

ALL-COUNTY LETTER NO. 74-100

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: FOOD STAMP PROGRAM - NONDISCRIMINATION

REFERENCE:

It is the policy of the Food Stamp Program that benefits shall be extended to all eligible households without regard to race, color, religious creed, national origin or political beliefs.

As required by FNS regulations all counties will be responsible for the establishment of their own Public Notification Plan to widely disseminate information on this policy.

Each county plan must include but is not necessarily limited to:

1. Notification of local minority group organizations in writing that the Food Stamp Program is available to all eligible households without regard to race, color, religious creed, national origin or political beliefs. Such written notification should be given no later than June 30, 1974.

Notification of prominent minority leaders, ministers, teachers and businessmen in the project area if there are no minority group organizations in the project area.

Maintenance of a permanent file of materials sent to these organizations and/or individuals. This file should contain the type of information, the date of transmittal and the name of the organization and/or individual. This documentation is necessary to facilitate compliance reviews and audits of the food stamp records.

After initial dissemination of the Food Stamp Program's nondiscrimination policy is made, follow up notification of local minority groups must be made at least once each fiscal year starting with Fiscal Year 1975 (July 1, 1974 - June 30, 1975).

Superseded by ACL 76-27

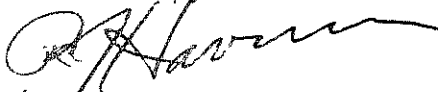
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2. Displaying prominently the poster, "And Justice For All", in all food stamp certification and issuance offices if you do not already do so. Supplies of this poster should be obtained directly from Food and Nutrition Service, Western Region, 550 Kearny Street, San Francisco, California 94108.
3. Development immediately of a system to establish that applicants/recipients have been informed of their rights. This should be accomplished by one of the following methods:
 - a. Attachment of a flyer containing the following nondiscrimination statement on all food stamp applications: "Standards for participation in the Food Stamp Program are the same for everyone without regard to race, color, religious creed, national origin or political beliefs."
 - b. An oral reading of the nondiscrimination statement to the client by the eligibility worker at the time of application or recertification. The statement should be read from a card and the eligibility worker must enter the statement, "Client has been informed of the right to nondiscriminatory treatment" on the bottom of Page 8 of DFA 285 under the certification worker's signature.
 - c. Initiation of any other method which might be more effective for your particular operation. Please inform us if you use this option and describe your implementation method. An approved method must be established prior to June 30, 1974.

When current supplies of state forms and publications are exhausted, the new forms and publications will carry the nondiscrimination statement. Counties also must comply with this requirement when reprinting their own food stamp publications or forms or when issuing new material.

Please direct any questions to Richard J. Havnen, Chief, Food Stamp Management Bureau.

Sincerely,



for DENNIS O. FLATT
Deputy Director
Welfare Program Operations

cc: USDA, FNS
CWDA